

# Title 5: ADMINISTRATIVE PROCEDURES AND SERVICES

## Chapter 373: MAINE COMMISSION FOR COMMUNITY SERVICE

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## Maine Revised Statutes

### Title 5: ADMINISTRATIVE PROCEDURES AND SERVICES

#### Chapter 373: MAINE COMMISSION FOR COMMUNITY SERVICE

##### §7501. COMMISSION ESTABLISHED

There is established the Maine Commission for Community Service, referred to in this chapter as the "commission," to foster the State's ethic of community service; encourage community service and volunteerism as a means of meeting critical human, environmental, educational and public safety needs throughout the State; serve as the State's liaison regarding national and community service and volunteer activities; foster collaboration among service agencies; receive gifts and grants, implement statewide service programs and make subgrants to state and local entities in accordance with the National and Community Service Trust Act of 1993, 42 United States Code, Sections 12501 to 12682 (1994). [1995, c. 625, Pt. A, §13 (AMD).]

##### SECTION HISTORY

1995, c. 54, §1 (NEW). 1995, c. 625, §A13 (AMD).

##### §7502. MEMBERSHIP; TERMS

**1. Membership; qualifications.** The commission consists of no fewer than 15 and no more than 25 voting members appointed by the Governor and subject to review by the joint standing committee of the Legislature having jurisdiction over state and local government matters. The commission must include the following:

- A. A representative of a community-based agency or organization; [1995, c. 54, §1 (NEW).]
- B. The Commissioner of Education or the commissioner's designee; [1995, c. 54, §1 (NEW).]
- C. A representative of local government; [1995, c. 54, §1 (NEW).]
- D. A representative of a local labor organization; [1995, c. 54, §1 (NEW).]
- E. A representative of business; [1995, c. 54, §1 (NEW).]
- F. An individual who is at least 16 years of age but no more than 25 years of age and who is a participant in or supervisor of a service program for youth or a campus-based or national service program; [1995, c. 54, §1 (NEW).]
- G. A representative of a national service program; [1995, c. 54, §1 (NEW).]
- H. An individual with expertise in the education, training and development needs of youth, particularly disadvantaged youth; [1995, c. 54, §1 (NEW).]
- I. An individual with experience in promoting the involvement of adults aged 55 and older in national service and volunteerism; and [1995, c. 54, §1 (NEW).]
- J. A representative of the State's volunteer community. [1995, c. 54, §1 (NEW).]

A member may fulfill the representation requirement for more than one category in this subsection.

The appointments may also include educators, including representatives from institutions of higher education and local education agencies; experts in the delivery of human, educational, environmental or public safety services to communities and persons; representatives of Native American tribes and nations; out-of-school or at-risk youth; and representatives of programs that are administered or receive assistance under the federal Domestic Volunteer Service Act of 1973, 42 United States Code, Section 4951, et seq. (1973). The commission also must include a nonvoting liaison designated by the federal Corporation for National and

Community Service. The appointments must reflect diversity with respect to geography, race, ethnicity, age, gender, disability characteristics and political affiliation. Not more than 50% plus one member may be from the same political party. The number of voting members who are officers or employees of the State may not exceed 25% of the total membership.

The chair must be an appointed voting member of the commission, selected by the voting members. Members may not vote on issues affecting organizations they have served in a staff or volunteer capacity at any time during the preceding 12 months.

[ 1995, c. 54, §1 (NEW) .]

**2. Terms of office.** The appointed members serve 3-year staggered terms. Terms expire on September 1st. The Governor shall appoint members to vacancies on the commission as they occur or upon expiration of terms. Any vacancy must be filled for the unexpired portion of the term in which the vacancy occurs.

[ 1995, c. 54, §1 (NEW) .]

**2-A. Members serve duration of terms.**

[ 1995, c. 54, §1 (NEW); T. 5, §7502, sub-§2-A (RP) .]

**3. Reimbursement.** Members are entitled to compensation for expenses incurred in the performance of their duties on the commission in the same manner as state employees.

[ 1995, c. 54, §1 (NEW) .]

SECTION HISTORY

1995, c. 54, §1 (NEW).

## §7503. DUTIES

The commission shall: [1995, c. 54, §1 (NEW).]

**1. Vision.** Develop a state vision statement for national, state and community service;

[ 1995, c. 54, §1 (NEW) .]

**2. Ethic of service.** Demonstrate an ethic of service through its activities and procedures utilizing decision-making by consensus and annually evaluate how effectively its procedures and bylaws are fostering the state vision and service ethic;

[ 1995, c. 54, §1 (NEW) .]

**3. National and community service plan.** Develop a 3-year comprehensive national and community service plan and update the plan annually. The commission shall ensure an open and inclusive process for maximum participation in development of the plan and determination of state priorities;

[ 1995, c. 54, §1 (NEW) .]

**4. Preselect programs and prepare applications.** Preselect national service programs as defined in the National Service Trust Act, 42 United States Code, Section 12501, et seq. and prepare a grant application to the Corporation for National and Community Service;

[ 1995, c. 2, §7 (COR) .]

**5. Assist state education agencies.** Assist the Department of Education and institutions of higher education in the preparation of applications for national and community service grants;

[ 1995, c. 54, §1 (NEW) . ]

**6. Administer grant programs.** Evaluate, monitor and administer grant programs;

[ 1995, c. 54, §1 (NEW) . ]

**7. Provide technical assistance.** Serve as a clearinghouse for information on national and community service and provide technical assistance to local nonprofit organizations and other entities in planning, applying for funds and implementing national service programs;

[ 1995, c. 54, §1 (NEW) . ]

**8. Provide program development assistance and training.** Provide program development assistance and training to national service programs in the State;

[ 1995, c. 54, §1 (NEW) . ]

**9. Recruitment and placement.** Serve as a clearinghouse for people interested in national and community service placements and agencies recruiting volunteers;

[ 1995, c. 54, §1 (NEW) . ]

**10. State priorities.** Make recommendations to the Corporation for National and Community Service with respect to priorities within the State for programs receiving assistance under the federal Domestic Volunteer Service Act of 1973, 42 United States Code, Section 4951, et seq. (1973);

[ 1995, c. 54, §1 (NEW) . ]

**11. Coordination.** Foster collaboration among state agencies, colleges, universities, municipalities, federal agencies and volunteer service programs;

[ 1995, c. 54, §1 (NEW) . ]

**12. Advisory committees.** Establish advisory committees as needed, with membership not limited to commission members;

[ 1995, c. 54, §1 (NEW) . ]

**13. Fund raising.** Carry out fund-raising efforts to supplement federal funding and to meet all federal matching requirements; and

[ 1995, c. 54, §1 (NEW) . ]

**14. Annual report.** Submit an annual report to the Governor, the Legislature and the joint standing committee of the Legislature having jurisdiction over state and local government matters by January 31st of each year.

[ 1995, c. 54, §1 (NEW) . ]

#### SECTION HISTORY

RR 1995, c. 2, §7 (COR). 1995, c. 54, §1 (NEW).

## §7504. STAFF AND ADMINISTRATIVE SERVICES

The Department of Education shall provide staff and administrative services as follows. [2011, c. 655, Pt. LL, §1 (AMD); 2011, c. 655, Pt. LL, §3 (AFF).]

**1. Executive director.** The Commissioner of Education, in consultation with the commission, shall hire an executive director as a member of the Department of Education staff. The executive director oversees day-to-day operations of the commission, hires staff members with the approval of the commission and the Commissioner of Education and carries out other responsibilities as directed by the commission.

[2011, c. 655, Pt. LL, §1 (AMD); 2011, c. 655, Pt. LL, §3 (AFF) .]

**2. Administrative services.** The Department of Education shall provide the executive director and the commission with continuing administrative support as appropriate. The Department of Education may establish a dedicated account on behalf of the commission to receive funds contributed by private and public agencies for use solely for commission purposes.

[2011, c. 655, Pt. LL, §1 (AMD); 2011, c. 655, Pt. LL, §3 (AFF) .]

### SECTION HISTORY

1995, c. 54, §1 (NEW). 2011, c. 655, Pt. LL, §1 (AMD). 2011, c. 655, Pt. LL, §3 (AFF).

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